MY ANALYTICS
COURSE SCHEDULE

- Why use MyAnalytics?

- Improve your work patterns through personal productivity insights

- Benefits

- Privacy

- MyAnalytics dashboard

- To open the dashboard

- Home

- Focus and Wellbeing

- Network and Collaboration

- Productivity insights

- MyAnalytics feedback

- Opt out of the MyAnalytics dashboard

- If I am opted out, can I opt back in?

- Insights Outlook add-in

- Open the Insights add-in

Name of Course	Description	No of Days	Cost per Delegate MS Teams	Cost per Delegate: Your Premises	Cost per Delegate at Sankin
Office 365 My Analytics	Using analytics to improve work patterns and performance, ecploring the dashboard, wellbeing, collaboration and productivity insights.	1	1100	1200	1300

Sankin
COMPUTER TRAINING